

Service Coordination Board Meeting Summary

Date: 7 November 2012

Members in attendance:

	Member	In Attendance
AES	John Maclean	√
	Geoff Pile	
ASD	Michael Borland	
	Ali Nassiri	√
XSD	Mark Beno	√
	Chris Jacobsen	
Upgrade Project	Tom Fornek	
	Mohan Ramanathan	√

Also in attendance: Rose Torres

Secretary: Steve Davey

Agenda

- Report on the Status of Proposals
- New Business

Meeting Summary

New Action Items

1. Action item (Pile): Review SCU project proposal effort estimates (proposal 1153), per Ramanathan, effort estimates appear too low.
2. Action item (Davey): Provisionally approved proposals from Chupas and Chapman (proposals 546, 547, 1095, and 1097) need to specify requirements (e.g., effort estimates and milestones) – facilitate project planning support.

Report on Status of Proposals

A status project plan was prepared by Torres and distributed to the Board [[APS 1432632](#)].

Beno: It took Jessica McChesney many hours to complete the “Input & Status” form for the installation of the IEX beamline proposal.

The installation of the new insertion device for Sector 12 is ASD work.

Maclean: A number of ASD proposals have not been detailed to include effort estimates.

Ramanathan: The number of effort hours estimated for the SCU work (proposals 1153 and 1155) appear to be too low and should be reviewed.

Beno: Help is sought from an engineer to help prepare the project details/effort estimates for Chupas' and Chapman's proposals 546, 547, 1095, and 1097.

New Business

No new business.